RESEARCH DEGREE EXAMINATION BOARD

Examiner's Joint Report – Master of Philosophy

Outline of the examination process
1. Research Degrees Examination Board appoints examiners 2. Thesis submitted by student and sent to examiners 3. Independent report submitted by each examiner within 8 weeks of receipt of thesis 4. Independent reports exchanged by Research Student Administration Office 5. *Viva voce* examination held within 1 month of exchange of reports 6. Joint report completed by examiners immediately following the viva 7. Examiners' recommendation considered by Research Degrees Examination Board 8. Candidate informed of outcome by Research Student Administration Office

Candidate Name	
Degree Programme	
Thesis Title	

Internal Examiner	
External Examiner	
Third Examiner	
Date of *viva voce* Examination	

a) Report on candidate's performance during *viva voce*:

b) Basis of recommendation:

Was an independent chair required for the viva voce examination?

☐   yes   ☐   No

If yes, please provide the chair's comments and feedback on any issues of process or conduct during the examination:

Name of Chair:
c) Chair's report

Recommendation of Examiners

Please tick the relevant box:

Pass categories – (recommendations for the award of MPhil)

1) ☐	**Unconditional pass**	

The thesis may be awarded the degree of Master of Philosophy unconditionally. A very small number of minor typographical errors, which can be corrected immediately but do not require checking by the examiners, are permitted.

    ☐ Tick here to confirm that the candidate has been informed that these typographical corrections must be made in the final version of the thesis submitted to the Research Student Administration Office.

---

2) ☐   **Pass with minor corrections**

The thesis is of the standard required for the award of Master of Philosophy and will pass pending the completion of minor corrections. This category allows for a period of up to three months (four months and two weeks if the candidate was registered as part-time) during which the candidate may undertake the following types of minor corrections: spelling/typing errors, textual errors, reordering of material, correction of citations, correction of figures, tables and diagrams, and the addition of a small number of paragraphs for clarification or qualification. The criterion for this outcome category is the nature of the corrections requested. The time allowed to complete the corrections is a maximum, and is not a guide to how much work is required. Any request for corrections that goes beyond the kinds specified here requires the selection of outcome 3. The corrections are to be approved by the internal examiner.

---

3) ☐   **Pass with corrections**

The thesis is of the standard required for the award of Master of Philosophy and will pass pending the completion of a number of more substantial corrections. This category allows for a period of up to six months (nine months if the candidate was registered as part-time) during which the candidate may undertake the following types of corrections in addition to those specified in category 2: more substantial addition of paragraphs, including the incorporation of some new material, reordering and restructuring of chapters, or some additional data analyses. The criterion for this outcome category is the nature of the corrections requested. The time allowed to complete the corrections is a maximum, and is not a guide to how much work is required. This category may be chosen when the examiners have identified deficiencies in the thesis that were adequately compensated for by the candidate's performance in the viva voce – in this case, please ensure that you have provided adequate documentation in section a) 'Report on candidate's performance during viva voce' above.

The corrections are to be approved by the internal examiner, but may also be sent to the external examiner should that be considered appropriate – *(**Tick here if external examiner approval needed** ☐)*

Non-pass categories - (recommendations where the MPhil is not to be awarded at this stage)

4) ☐	**Major revisions and re-submission for the MPhil**	
	The thesis is not of the standard required for the award at this time but may be resubmitted for examination for the award of Master of Philosophy. This category allows for a period of up to 12 months (18 months if the candidate was registered as part-time) during which the candidate is required to thoroughly revise their thesis for resubmission, using the guidance set out in the examiners' joint report. The candidate will be registered on re-submission status for this period.	
	A further *viva voce* examination may be held if required by the examiners. Note that this decision can only be taken once the revised thesis has been submitted and read by the examiners.	
5) ☐	**Fail**	
	The candidate be failed and not be permitted to revise and re-submit the thesis for examination.	

It is University policy that the joint report of the examiners is released to the supervisor and candidate

If you do <u>not</u> wish this report to be released to either the supervisor, the candidate, or both, please state this below and outline the reasons why:

Corrections

In the case of corrections (options 2 or 3) please give below any detailed requirements for the correction of the thesis. Pleased provide as full and detailed information as possible in order to assist the candidate in the revision of their thesis.

If corrections are marked in copies of the thesis, please confirm in the section above that you have returned those copies to the candidate.

Please ensure that any corrections are also listed above.

Revise and re-submit

In the case of a revise and re-submit recommendation (option 4) please give below any detailed requirements for the revision of the thesis in order for the candidate to receive an MPhil.

MPhil revisions

If revisions are marked in copies of the thesis, please confirm in the section above that you have returned those copies to the candidate.

Please ensure that any revisions are also listed in the section above.

Please provide any general comments you may have on the examination process, or how it might be improved, below:

Internal Examiner Signature		Date	
External Examiner Signature		Date	
Third Examiner Signature		Date	

Once completed, please return to the Research Student Administration Office